

## CHANGE CONTROL ACTIVITIES SCHEDULE

**As Of -- WEEK ENDING 12/27/2002**

| No. | Item  | Start Date  | Details   | Status   | U | Date Ended |
|-----|---|---|---|--|---|------------|
| 01  | PeopleSoft - HR<br><br>Ref: Kari Alverson   | Each Friday on PR Check Issue day                 | <b>ACTIVITY:</b> Update HRSBOX, HRQA, and HRTEST databases throughout the day.<br>.....<br><b>LOCATION:</b> N/A<br>.....<br><b>IMPACT:</b> These databases will be unavailable during the updates.  | Ongoing.   |   | N/A        |
| 02  | PeopleSoft - HR<br><br>Ref: Kari Alverson   | Monday to Wednesday of each Payroll week          | <b>ACTIVITY:</b> Bring down HRPROD Application Server from <b>10am Monday</b> until <b>8am Wednesday</b> .<br>.....<br><b>LOCATION:</b> N/A<br>.....<br><b>IMPACT:</b> The server will be unavailable during this period of the <u>Payroll week</u> . | Ongoing.   |   | N/A        |
| 03  | PeopleSoft - HR<br><br>Ref: Kari Alverson   | Friday, 12/27/2002                                | <b>ACTIVITY:</b> Apply patches to the HR Production areas from <b>7am</b> until <b>9am</b> .<br>.....<br><b>LOCATION:</b> N/A<br>.....<br><b>IMPACT:</b> The server will be unavailable during this period.   | Waiting for the arrival of scheduled Start Date. |   |            |
| 04  | PeopleSoft - FS<br><br>Ref: Cheri Detweiler | Each Friday between 1st & 2nd PR Check Issue days | <b>ACTIVITY:</b> Update FSSBOX, FSQA, and FSTEST databases from FSPROD data throughout the day.<br>.....<br><b>LOCATION:</b> N/A<br>.....<br><b>IMPACT:</b> These databases will be unavailable during the updates on those days.                     | Ongoing.   |   | N/A        |
| 05  | PeopleSoft - FS<br><br>Ref: Cheri Detweiler | To Be Determined                                  | <b>ACTIVITY:</b> Apply patches to the FS Production areas from <b>7am</b> until <b>9am</b> .<br>.....<br><b>LOCATION:</b> N/A<br>.....<br><b>IMPACT:</b> The server will be unavailable during this period.   | Waiting for decision.                            |   | N/A        |
| 06  | Computer Systems<br><br>Ref: Rich Anderson  | Each Sunday between 3am and 9am                   | <b>ACTIVITY:</b> Perform maintenance and upgrades on network systems.<br>.....<br><b>LOCATION:</b> ISD Computer Room.<br>.....<br><b>IMPACT:</b> All City network systems will be unavailable during this period.                                     | Ongoing.   |   | N/A        |

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| 92  | PD Netware Servers<br><br>Ref: Harry Houck                 | To Be Determined   | <p><b>ACTIVITY:</b> Netware Server upgrades, Kevlar and Area Stations.</p> <p>.....</p> <p><b>LOCATION:</b> Police Dept. <i>only</i>.</p> <p>.....</p> <p><b>IMPACT:</b> P.D. staff will be notified, by Harry Houck, of outages at the time of the updates. File access and network printing affected for 15 minutes.</p> | Ongoing until completed.                         |   |            |
| 98  | PeopleSoft Bi-Annual Maintenance<br><br>Ref: Kari Alverson | To Be Determined<br>( On either a Saturday or a Sunday ) | <p><b>ACTIVITY:</b> Perform maintenance of FSPROD and HRPROD databases.</p> <p>.....</p> <p><b>LOCATION:</b> ISD</p> <p>.....</p> <p><b>IMPACT:</b> The systems and databases will be down for the day.</p>  | Waiting for the arrival of scheduled Start Date. |   |            |

